



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
October 27, 2010
07:00 P.M.

- 1) 10-257. Call to Order by the Mayor
- 2) 10-258. General Business and Appearances
- 3) 10-259. Consideration of the Consent Agenda:
 - a) Consideration of the minutes from the City Council's October 13th Regular Meeting.
 - b) Consideration of leasing three newer digital imaging systems:
 - 1) Due to incentives that are currently being offered by IKON and OCE North America, the City has the opportunity to have newer digital imaging equipment with added functions and save money when compared to our current costs.
 - 2) The Finance Director and the Information & Communications Systems Manager recommend accepting IKON's proposal for a five-year lease for three digital servicing systems at the monthly cost of \$1445.00. This proposal includes consolidating and improving the printing, copying, scanning and faxing functions in the Finance, Planning and Clerk/Treasurer's Offices. (For details, see memo included in Council packet)
 - c) Consideration of approving a proposal for replacing a Cisco Router/Firewall and Port Switches for City Hall in the amount of \$11,100. The proposal requested was submitted by the Tech Group out

of South Burlington. The funding for the purchase of this upgrade is in the 2011 Equipment Budget.

d) Acting as the Liquor Control Commission, City Council Members may now ratify the issuance of the following permits:

1) Catering Permits to 10 Gems, LLC, d/b/a The Black Door Bar & Bistro for: A State Supreme Court Reception/Portrait Presentation scheduled to be held on Thursday, October 28th, from 3:00 to 5:00 P.M. at 111 State Street, 2nd floor; and A Lost Nation Theater Edgar Allen Poe Reception scheduled to be held on Saturday, October 30th, from 7:00 to 11:00 P.M. in the City Hall Auditorium.

e) Approval of Payroll and Bills

4) 10-260. Appointment to Montpelier Housing Authority Board.

a) Every year, one of the 5-year terms on this board expires; this year, it is Jack McCullough's.

b) Staff advertised and as of the deadline, noon on Thursday, October 21st, only an e-mail from Mr. McCullough (seeking reappointment) had been received.

c) Recommendation: Reappointment for another 5-year term.

4) 10-260. Appointment to Montpelier Housing Authority Board.

5) 10-261. Appointment of a public trustee to serve on the Kellogg-Hubbard Library's Board of Trustees.

a) Suzanne Eikenberry has served as the City's representative since 2008.

b) Because her 3-year term expires in January, staff advertised to fill this vacant seat.

c) As of the deadline, noon on Thursday, October 21st, only Suzanne Eikenberry had applied, asking for reappointment.

d) Recommendation: Reappointment.

5) 10-261. Appointment of a public trustee to serve on the Kellogg-Hubbard Library's Board of Trustees.

6) 10-262. 58 Barre Street Update.

a) The City's Community Development Specialist, Garth Genge, will be providing this update.

b) As part of this presentation, City Councilors will also be asked to ?

1) Authorize certification that the Montpelier Housing Authority, through Capital City Housing, has fulfilled the requirements of the option agreement with the City of Montpelier for acquiring and redeveloping the portion of 58 Barre Street as outlined in the agreement (the letter will be provided for signature).

2) Authorization to proceed with the redevelopment of the MSAC space at 58 Barre Street as per the plan submitted.

A) Funding in place (budget attached with notes)

1) Action for approval on allocations of funds to RLF's

2) Addition of Public Facilities as a use for loan fund

B) Schedule Projection (attached)

C) Management by City

1) ? with Montpelier Housing Authority

2) Permission for the City Manager to sign contracts as necessary (Gossens Bachman Architects and the contractor chosen for the asbestos remediation).

- 3) Authorize permission for the City Manager to sign contracts as necessary.
- c) Recommendation: Receive update; discussion; and voting action on the three requests listed above.
- 6) 10-262. 58 Barre Street Update.
- 7) 10-263. Consideration of a request from Montpelier's Housing Trust Fund Advisory Committee, asking Council to restore full funding of \$52,000 in the next fiscal year; receive update on recent awards; and receive the Advisory Committee's proposed amendments to the Housing Trust Fund's Guidelines.
 - a) Chair of this Committee, Jim Libby, will be providing the update and presenting the proposed changes to the Guidelines for Council discussion.
 - b) Recommendation: Receive report; discussion; and voting action on the request for funding, as well as the proposed amendments to the Guidelines.
- 7) 10-263. Consideration of a request from Montpelier's Housing Trust Fund Advisory Committee, asking Council to restore full funding of \$52,000 in the next fiscal year; receive update on recent awards; and receive the Advisory Committee's proposed amendments to the Housing Trust Fund's Guidelines.
- 8) 10-264. Update on the Montpelier-Berlin Regional Bike Path.
 - a) This project was put on hold in January of 2010 due to the proposed rail change usage by the State of Vermont.
 - b) Staff will brief Council on how much has been spent by Federal, State and the two local governments on this 10-year project to date.
 - c) Since the project has been put on hold, the Project Manager has resigned and taken employment with the State.
 - d) Recommendation: Receive update; opportunity for discussion.

9) 10-265. Zoning Process Workshop.

- a) The City Council and Planning Commission will discuss the process for moving forward with the Zoning changes required by the Master Plan.
- b) Recommendation: Discussion.

10) 10-266. Second Public Hearing/Informational Session on proposed Charter changes.

- a) On September 8th, the City Council filed proposed Charter changes with the City Clerk, 10 days prior to the first public hearing as required by Statute.
- b) By Statute, the first public hearing must be held at least 30 days prior to the date when the Charter changes will be voted upon. The first Public Hearing was held on September 22nd; in this case, the first hearing was held 40 days prior to the municipal election scheduled for November 2, 2010.
- c) Amendments have been proposed for Titles III, V, XI, XII and XIII of the City Charter.
- d) These amendments would provide for appointment of the city treasurer rather than election, formally change the name of the zoning board of adjustment to the development review board, eliminate the board of auditors, authorize the city to operate and sell heat and electricity, authorize creation of an energy assessment district and confirm an earlier vote to merge with Berlin Fire District #1 for the provision of water.
- e) The proposed Charter amendments will be addressed in three separate ballot items.
- f) Unlike the first hearing which is designed to take public comment for the purpose of either changing the proposal or discontinuing it, the second hearing is designed for the Council to explain the proposal to the voters and to allow for public discussion about the pros and cons of the proposal.

g) Recommendation: Conduct the Public Hearing/Informational Session.

11) 10-267. Public Hearing/Informational Session on Article 2 of the Special City Warning for November 2, 2010.

a) Article 2 reads: Shall the merger of Berlin Fire District No. 1 and the City of Montpelier approved on March 5, 2002, be confirmed?

b) This hearing is also designed to discuss, and take public comment, regarding this Article.

c) Recommendation: Conduct the Public Hearing/Informational Session.

12) 10-268. Public Hearing/Informational Session on Article 3 of the Special City Warning for November 2, 2010.

a) Article 3 reads: Shall voters amend Title XI, Section 1 and 22; Title XII, Sections 10-12; Title XIII, Section 1 and Sections 3-20; for the purpose of authorizing operation of a district energy system, sale of energy and creation of an energy improvement assessment district.

b) Again, this hearing will provide an opportunity to discuss, and hear public comment regarding, this Article.

c) Recommendation: Conduct the Public Hearing/Informational Session.

13) 10-269. Second Public Hearing to consider amendments to the Water/Sewer Ordinances and Resolution to increase the ON/OFF fee for after hours; to add a hydrant use fee; to clarify the customer's responsibility for a sprinkler service; and to remove the language regarding the City performing service connections.

a) Public Works staff is recommending ordinance and resolution changes, as part of the rate adjustments, for review and comments; their objective is to obtain concurrence to a list of recommendations outlined in a memo from Public Works Director Todd Law, dated June 9th, 2010.

b) The First Public Hearing was held on October 13th, 2010.

- c) Recommendation: Further discuss the proposed ordinance amendments and adoption, with or without additional changes; endorse the Resolution which has been finalized since the First Public Hearing.

14) 10-270. Committee Structure.

- a) City Council Member Andy Hooper requested that this item be placed on the agenda; he feels it is time to review a list of "city" committees, who is on them, who the Council or staff rep is, how often they meet, are minutes kept, etc.
- b) Staff prepared a list for Council review.
- c) Recommendation: Review and discuss the list; possible direction to staff.

15) 10-271. Reports by City Council

16) 10-272. Mayor's Report

17) 10-273. Report by the City Clerk-Treasurer

18) 10-274. Status Reports by the City Manager

19) 10-275. Agenda Reports by the City Manager

Adjournment